## Rebadging Program

The Office of Security has initiated a program to rephotograph all employees in the Headquarters complex who entered on duty prior to I June 1968. The scheduling of personnel for photographs will be coordinated through the Administrative Officer of each component.

Headquarters Building personnel will be photographed in a temporary studio located in Room GB-23. Upon completion of the Headquarters phase, the temporary studio will be relocated to the and other centrally located Agency facilities.

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The success of this activity is directly dependent upon the cooperation of each employee. Minor delays and inconveniences must be anticipated in an undextaking of this size, and your patience and cooperation in this effort will be greatly appreciated.

R. L. Bannerman Deputy Director for Support

Distribution: All Employees